

How to Print an Online Course Transcript

1. Go to www.asrm.org and click “Log In” (located in the upper right corner on a desktop computer).
2. On the “My ASRM” homepage, log in to your account.
3. Once you have logged in (or completed the account registration process), click “Transcripts” from the Education section of the navigation bar.

The screenshot shows the ASRM website's user interface. At the top left is the ASRM logo with the tagline "Impacting Reproductive Care Worldwide". To the right, it says "Welcome, Ivy Frasier" and "My Account" with a dropdown arrow and "Logout". Below this is a dark navigation bar with "MY ACCOUNT", "LEARN", "CONNECT", "ASRM STORE", and "DONATE". The "MY ACCOUNT" section is expanded, showing a sidebar menu with "My Account" selected. The main content area is titled "My Account" and includes sections for "My Contact Information" (with a profile picture and contact details for Ivy Frasier), "My Subscriptions" (showing no records), "Membership Summary" (showing no memberships), and "My Order Balance" (showing no balance due). A red arrow points to the "Transcripts" link in the "Education" section of the sidebar menu.

asrm
American Society for
Reproductive Medicine

Impacting Reproductive
Care Worldwide

Welcome, Ivy Frasier | My Account | Logout

MY ACCOUNT LEARN CONNECT ASRM STORE DONATE

My Account

Home > My Account

Demographics

- My Account
- About Me
- About My Profession
- Contact Information
- My Addresses
- My Username / Password
- My Biosketch
- My Education
- Certifications
- Disclosure Questions
- Membership Questionnaire

Membership & Participation


- Membership Details
- Committees

Education

- My Online Learning
- Transcripts**

My Account

My Contact Information

 Ivy Frasier
123 Main Street
Suite 243
Chicago, IL 12345
[Edit](#)

Phone: (555)555-5555 EXT 55
Email: IvyF@myclinic.com
[Edit](#)

My Subscriptions

No records to display.

Membership Summary

There are no memberships to display

[Join](#)

My Order Balance

Your Account shows no balance due at this time.

4. Search by Date Range and Credit Type

The screenshot shows the 'My Account' page with a red header. The breadcrumb trail is 'Home > My Account > Transcripts'. The main heading is 'Transcripts'. Under 'Refine Search', there are two filters: 'Date Range' and 'Credit Type'. The 'Date Range' filter has 'From' set to '2016 Jan 1' and 'To' set to '2016 Dec 31'. The 'Credit Type' filter is set to 'Non-physician CMI'. There are 'Search' and 'Clear' buttons. A sidebar on the left contains 'Demographics' and various account settings. Two red arrows point from the sidebar to the search filters.

5. Your courses will be listed by date. Each credit type is listed separately. Click "Printable View" for a printer-friendly page.

The screenshot shows the 'Listed by Date' page. At the top right, there is a 'Printable View' link with a red arrow pointing to it. Below the heading, there are two course entries. Each entry has a title 'Recorded Webinar: Helping Your Patient Select the Best Method of Contraception' and a dropdown arrow. The details for each entry are: Credit Date: 12/31/2016, Activity Type: (blank), # of Credits: 0.00 (for the first) and 1.00 (for the second), Grade: 100.0, and Comments: (blank). At the bottom, it says 'Total Credits: 1.00'.